

To: Real Estate Department Partners

Notice: **RED-14-09**

From: Real Estate Department- Design and Construction Review

Date: February 20, 2014

Re: **2013 Commonly Cited Physical Inspection Non-compliance Issues**

As a service to owners and management agents of Section 42 low-income housing tax credit developments, IHCD is providing a list of the common physical inspection non-compliance issues identified during the 2013 Inspection Year. The list includes findings identified in third-party periodic compliance period inspections as well as IHCD's Pre-8609 inspections and progress inspections. This information is provided in order to help reduce these repetitive issues in the 2014 and future inspection years.

During the 2013 IHCD physical inspection year, the following non-compliance issues were cited by Criterium VanMarter Engineers as common issues for period compliance period inspections:

- **Hard wired smoke detectors being replaced with battery operated only (This is against the law where owners could face jail time)**
- **Camouflaging Inoperable Fire Alarm panels to appear as they are working properly (This is against the law where owners could face jail time) (Revealed on an IHCD special unannounced re-inspection)**
- Water heater safety valve piping missing
- Missing storm drainage downspouts
- Inoperable emergency lights
- Inoperable electrical GFCI outlet receptacles
- Missing fire extinguishers
- Smoke detectors missing or missing batteries
- Missing /damaged AC condensing units
- Entry door weather stripping damaged
- Blocked electrical panels
- Entry doors rusted
- Kitchen range hoods loose/inoperable
- Missing towel bars & tissue holders
- Missing/discharged fire extinguishers
- Blocked fire Exits
- Fogged thermo pane windows
- Unfinished drywall patches
- Missing/broken drawer facings & cabinet doors
- Furnace filters missing/plugged
- Frayed/worn carpeting

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- Carpet stains
- Clothes dryer vent covers broken/missing/plugged with lint
- Inoperable bath exhaust fans
- Missing/broken towel bars/toilet tissue holders
- Damaged doors
- Missing broken light fixture globes/covers
- Missing/damaged windows & window screens
- Expired inspection tags on fire extinguishers
- Drives/parking areas in need of seal-coating/stripping/repairs
- Flaking paint
- Inoperable bedroom windows
- Range hood filters dirty/missing
- Loose cabinets
- Mold/mildew present
- Inoperable fire alarm panels
- Deteriorated floor coverings
- Drywall damage
- Sealant/caulking needed in bathrooms & kitchens
- Missing fire caulking at penetrations of ceilings
- Missing/broken electrical outlet cover-plates
- Loose plumbing fixtures
- Inoperable/malfunctioning appliances
- Water damage
- Water/plumbing leaks
- Unsealed penetrations of building envelopes
- Stopped up plumbing fixtures
- Garbage disposers vibrating excessively
- Damaged roof/missing shingles
- Damaged siding
- Damaged fascias
- Damaged soffits
- Inoperable electrical outlets
- Improperly wired electrical outlets
- Damaged window screens
- Rotted wood at windows & doors
- Missing damaged weather stripping
- Kitchen counter loose
- Fire sprinkler system inspection stickers expired
- Missing storm drainage splash-blocks
- Missing shower heads
- Fresh air supply ducts disconnected
- Water service valve caps missing
- Damaged insulation on condensing lines to AC/heat pumps
- Improperly plumbed water heater discharge pipes
- Electrical outlets tripping breakers
- Water supply back-flow valve inspection stickers expired
- Warped wood decking
- Exposed live electrical wiring/parts



- Loose/broken handrails/guardrails
- Missing/broken guardrail spindles
- Support columns out of plumb
- Smoke detectors not interconnected
- ADA dishwasher replaced with
- Fire doors propped open or will not close/latch
- Rusted sink
- Dishwasher won't drain
- Air leaks around windows

During the 2013 IHEDA Pre-8609 physical inspection year, the following non-compliance issues were cited:

- Fire rated doors propped open or would not fully close & latch
- Electrical outlets testing in excess of 5% Voltage drop
- Flammable storage cabinets not being electrically grounded/bonded as required
- Wall mounted smoke detectors mounted in excess of 12" below the ceiling
- Smoke detectors mounted closer than 4" to the ceiling
- Single source smoke detectors (ionization) installed when combination smoke detectors (Ionization/photo-electric or ionization/CO) required
- Non Energy Star rated appliances Not installed, when required
- Water heater safety valve piping indirectly connecting to a source of contamination
- Screws installed in the clothes dryer exhaust ducts
- Furnace filters plugged/excessively dirty
- Clothes dryer vents clogged with lint
- Damaged clothes dryer vent back-draft dampers
- Missing smoke detectors
- Inoperable smoke detectors
- Smoke detectors mounted closer than 3-feet to HVAC supply vents
- Smoke detectors mounted closer than 3-feet to the tips of ceiling fan blades
- Batteries missing from smoke detectors
- Smoke detector dust/construction covers not removed after construction completed
- Electrical panels working clearances/clear floor space with storage in front of panel
- Inoperable emergency lights
- Inoperable EXIT lights
- Electrical GFCI receptacles would not trip when tested
- Improper storage of gasoline and gasoline powered equipment
- Improper water heater safety valve discharge piping (not rated for hot water)
- Loose/worn out electrical switches/outlets
- Unique features and amenities not provided, when identified in applications
- Purge piping, from water softeners connecting to sources of contamination
- No back-flow protection on faucets with hose threads and outside spigots
- Clothes dryer flex connectors being ran inside concealed spaces
- Plastic 4" flex connectors being used on clothes dryer vents
- Clothes dryer exhaust ducts reduced in size downstream of appliances
- Improper ADA ramps
- Dumpsters not ADA accessible



- Obstructions to fire sprinkler heads
- Decks/balconies not protected with fire suppression
- Gas grill on deck/balcony
- Combustible stairways not protected with fire suppression
- Masonry veneer pulling away from building
- Light fixtures too close to closet storage space
- Multiple clothes dryer ducts tied to one discharge duct
- Over-notching floor joists
- Notching floor joists in the middle 1/3 of the span
- Sewer gas intrusion
- Bathroom grab bars not meeting ADA accessibility code specifications
- Electrical not connected to fresh air intake damper
- Small BTU flue gas vent connected below High BTU flue gas vent
- Flue gas vent connectors with negative rise
- Screen/mesh cover on clothes dryer vent termination
- Electrical grounding rods not driven 100% into Earth
- Improperly vented sanitary drains
- Improperly sized sanitary drains
- Spare stock of fire sprinkler heads not containing all types & temperature ratings for spares
- Expansion control valve discharge hoses extending into sanitary waste receptors
- Improperly supported Expansion control tanks
- Fuel burning appliances obtaining combustion air from bathrooms
- Wooden attic access panels installed in 1-hour fire rated assemblies
- Portions of fire rated assemblies removed & holes covered with HVAC diffuser covers
- Electrical grounding conductors disconnected from grounding rods
- Structurally altered roof/ceiling trusses
- Fire door to trash chute shaft located in a corridor without a fire separation assembly separation from corridor
- HVAC high efficiency gas flue vents not installed 12" above the anticipated snow level
- Plumbing leaks
- HVAC high efficiency gas flue vents without proper clearances from HVAC fresh air intakes
- HVAC high efficiency gas flue vent exhausts without proper clearance from combustion air intakes
- Tamper switch to fire sprinkler system valve not connected to electricity or monitoring system
- HVAC fresh air intake ducts disconnected
- CATV cables installed causing trip hazards on stairways
- Extension cords used as permanent wiring
- Extension cords ran through doorways
- ADA accessibility ramps extending into parking areas, access isles, and vehicular traffic areas
- ADA accessibility ramp slopes exceeding maximum slope
- ADA accessibility ramps with more than a 30" drop in elevation
- ADA accessibility ramps improper width
- ADA accessibility ramps without edge protection
- Windows in stairwells not safety glazing
- Windows in hazardous locations not safety glazing
- Natural gas leaks



During the 2013 IHEDA physical inspection year, the following non-compliance issues were the cited during construction/progress inspections:

- Wiring supported with staples to tightly driven into the sheathing & damaging wiring insulation
- Holes bored through studs in bearing walls that exceeded 60% of the depth without being doubled
- Holes cut in the walls of fire rated corridors
- Improper nailing of load transfer columns
- Broken roof/ceiling trusses improperly repaired
- Improper fire stopping materials of PVC pipe penetrations
- Missing gusset plates on trusses
- Improper/missing fire blocking
- Screws in clothes dryer vents
- Fire sprinkler obstructions in concealed spaces
- Improper smoke detector locations/clearances to smoke detectors
- Floor/ceiling trusses with missed bearing locations (installed backwards)
- Roof/ceiling trusses with missed bearing locations (installed backwards)
- Improper lateral bracing of trusses
- Over filling electrical boxes with wiring & devices
- Improper drainage system venting

**\*\*\* In addition to the issues noted above, during 2013, many unreported casualty losses received non-compliant 8823s for NOT reporting the occurrences within the 10-day requirement**

According to IRS Section 42 rules, units must be maintained in a habitable condition and in a rent ready state. If the owner or management company determines that a unit, building, or an entire development is not in compliance with the RHTC program requirements, IHEDA should be notified immediately and a plan formulated, in writing, to bring the development back into compliance. Vacant Units boarded up to prevent looting/break-ins are required to be habitable and rent ready as well. Units that are not habitable are also required to be reported on the Owner Certifications as such.

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